

## **AVAILABILITY OF PLAN REVIEW SERVICES**

The Office of the Illinois State Fire Marshal is pleased to announce the availability of expanded fire protection plan review services. Recent reorganization has resulted in the development of the "Technical Services Division" of the OSFM. Technical Services serves as a support division to the agency's other operating divisions and primarily assists the Division of Fire Prevention and the Division of Petroleum and Chemical Safety with related application and plan review services, research, continuing education, and engineering issues. The Technical Services Division continues to be responsible for the review of applications and plans for regulated underground and aboveground storage tanks, service stations, and LP-Gas installations. Now, expanded plan review services are also available to determine a proposed project's compliance with the state-adopted Life Safety Code and related fire protection requirements.

Plan review services are available for:

- New building construction, additions, renovations and remodeling
- Fire alarm system installation or modification
- Fire sprinkler system installation or modification
- Special extinguishing systems including kitchen fire suppression systems

It should be realized that plan review of the above listed types of work is not mandatory by any state statute or administrative rule. While submittal of applications and plans for regulated aboveground and underground storage tanks (including those for flammable and combustible liquids as well as LP-Gases), and service stations is indeed mandatory, plans for building construction or alteration as well as fire alarm/suppression system installation, are not required to be submitted to the OSFM. This notice is simply to make you aware of the availability of these services by the OSFM.

Plans may be submitted by any interested party including owners, architects, or fire chiefs. Fire protection plan review is currently conducted without charge to the submitter. The OSFM reviews plans only for compliance with state statutes or state-adopted codes and standards (primarily the NFPA Life Safety Code and referenced standards as well as other administrative rules applicable to specific occupancies and installations). Compliance with local regulations or locally adopted ordinances is not considered in the OSFM plan review process. Correspondence to all submitters summarizes the findings of the OSFM plan review process and also warns that the submitter needs to verify compliance with local regulations that may be more stringent. Even when submittals are not made by fire departments or fire protection districts, results of the OSFM's plan review are copied to the local fire chief for reference purposes.

The OSFM is also taking this opportunity to remind local fire authorities that state statute (the *Fire Investigation Act*) requires local officers to enforce the state's adopted fire safety rules except in those localities which have adopted fire prevention and safety standards "equal to or higher" than the rules adopted by the Office of the State Fire Marshal.

All plan submittals are required to be accompanied by the OSFM's "Plan Submittal Form" which requests basic information about the submittal. Furthermore, it must be realized that several Illinois statutes require that some types of plans be sealed and signed by licensed professionals (e.g. the Illinois Architecture Act; the Fire Sprinkler Contractor Act; etc.). The OSFM is bound to follow the requirements of such laws and reserves the right to reject submittals that are not compliant.

At this time, the OSFM will not conduct plan review of single- or two-family residential occupancies, townhouses, or apartment buildings containing less than twelve units. Furthermore, it should be realized that health care occupancies (including hospitals, long-term care/nursing homes, assisted living facilities, and ambulatory health care facilities) are reviewed by the Illinois Department of Public Health and should not be submitted to the OSFM. Also, public school construction is under the jurisdiction of the Illinois State Board of Education and the codes adopted by the ISBE rather than the OSFM-adopted Life Safety Code. Therefore, plans for elementary or secondary public school construction should not be submitted to the OSFM at this time.

Fire protection plans are reviewed in the Chicago office of the OSFM and should be forwarded to:

Office of the State Fire Marshal  
Division of Technical Services  
James R. Thompson Center  
100 W. Randolph Street Suite 4-600  
Chicago, IL 60601

I invite you to visit the OSFM's website at [www.state.il.us/osfm](http://www.state.il.us/osfm) to download Plan Submittal Forms and also to view the latest information relating to the agency, the Division of Technical Services, and plan review services at any time. You may also contact fire protection plan review staff of the OSFM's Division of Technical Services at [SFM.Techservices@illinois.gov](mailto:SFM.Techservices@illinois.gov) or by calling the Chicago office at 312/814-8960.

Respectfully,

*Kenneth Wood*

Kenneth Wood, P.E., EFO  
Fire Protection Engineer  
Director, OSFM Technical Services